

A meeting of the Community Redevelopment Agency Advisory Board was held on Wednesday, January 22, 2025, at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Chairman Eugene Jones called the meeting to order at 3:23 p.m. noting a quorum was present.

Board Members Present Eugene Jones, *Chairman*
Kimberly Stewart, *Vice Chair*
Steve Garrity
Kelly Martinez Semrad, Orange County Commissioner

Board Members Absent Rachel Moalli
Doug Taylor

Staff Present Justin Eason, Assistant Director
Khristen Holmes, Assistant Director
Stacey Adams, Chief Assistant City Attorney
Liz Nigro, Senior Administrative Assistant
Kelly Allen, Marketing and Communications Manager
Christina Hyson, Project Manager
Mary-Stewart Droege, Project Manager
Gerhard van der Snel, Facilities Supervisor
Hareton Tejada, CRA Operations Manager
Christel Brooks, Fiscal Coordinator
Jeremiah Caret, Project Manager
Alejandra Caceres, Interactive Media Coordinator
Michael Whiteman, Economic Development Coordinator
Charles Zollars, Economic Development Coordinator
Rose Garlick, Discover Downtown Manager
Kim King-Maysonet, Business Development Assistant Manager
Nicole Novak, Budget Analyst

Approval of Minutes

A motion was made by Kimberly Stewart and seconded by Steve Garrity to approve the October 23, 2024, CRA Advisory Board meeting minutes. The motion carried unanimously.

Public Comment: None

New Business

a. Agreement with Green Earth Powerwashing, LLC for Power Washing Sanitation Services - Hareton Tejada, CRA Operations Manager

Several locations within the Community Redevelopment Agency (CRA) district have been identified as areas of congregation. This situation has led to significant sanitation challenges. To mitigate these issues, the CRA is seeking to enter into the attached agreement with Green Earth Powerwashing to provide professional cleaning services on a recurring basis. The proposed services will be conducted monthly on three consecutive days, specifically a Monday, Tuesday, and Wednesday of each month during the hours of 10 PM to 6 AM. The scope of work will encompass the cleaning of sidewalks, curbs, and medians. The cleaning process will employ a 100% biodegradable degreaser, a 48-inch surface cleaner, and hot water to effectively eliminate gum, debris, and other contaminants from these public areas.

Green Earth Power Washing previously entered an agreement for on-call Citywide pressure cleaning services with the City of Lighthouse Point, a Florida municipal

corporation, effective January 9, 2024, and the CRA desires to use that agreement as a basis for the performance of work for the CRA upon substantially the same contractual terms and conditions as the agreement with the City of Lighthouse Point.

Staff requested that the CRA Advisory Board recommend to the CRA approval of Agreement with Green Earth Powerwashing, LLC for the aforementioned cleaning service and authorizing the Chief Procurement Officer to execute subject to the review and approval of the City Attorney's Office.

A motion was made by Kimberly Stewart and seconded by Steve Garrity to recommend to the CRA approval of the Agreement with Green Earth Powerwashing, LLC for the aforementioned cleaning service and authorizing the Chief Procurement Officer to execute subject to the review and approval of the City Attorney's Office. The motion carried unanimously.

b. Award to Orlando Utilities Commission (OUC) for Downtown Lighting Improvements - Christina Hyson, Project Manager

The Downtown Orlando Community Redevelopment Area (CRA) Plan identifies the need to improve lighting within the Downtown CRA to create a safer, more pedestrian-friendly environment. The proposed street lighting projects will improve the attractiveness of these locations and enhance visibility along key corridors and areas with high pedestrian activity. Such infrastructure improvements, which include replacing existing, yellow-tinted street lighting with white LEDs, are outlined as a strategy to improve the perception and reality of public safety in downtown.

The Community Redevelopment Agency and Procurement and Contracts Division are requesting approval to issue Purchase Orders to Orlando Utilities Commission for street lighting projects at Amelia St, Central Blvd, Garland Ave/Terry Ave, Lake Dot, Lucerne Circle, Magnolia Ave, South St, Wall St, Washington St, and Westmoreland Dr, in a total amount not to exceed \$1,500,000. Improvements include removing existing light fixtures, installing brighter and more efficient LED fixtures, installation of new light poles, replacing globes as needed, and addition of GFI receptacles.

Per Sec. 7.300, Methods of Source Selection, of the City of Orlando Code, purchasing construction services, supplies, or services from public entities is exempt from competitive procedures.

Staff requested that the CRA Advisory Board recommend to the CRA approving the award to Orlando Utilities Commission (OUC) and authorizing the Chief Procurement Officer to enter into an agreement with Orlando Utilities Commission, not to exceed \$1,500,000, subject to review and approval by the City Attorney's Office.

A motion was made by Kimberly Stewart and seconded by Steve Garrity to recommend to the CRA that it approve the award to Orlando Utilities Commission (OUC) and authorizing the Chief Procurement Officer to enter into an agreement with Orlando Utilities Commission, not to exceed \$1,500,000, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

c. CRA Policy & Procedure Update - Justin Eason, Assistant Director

In 2008, the CRA adopted policies and procedures to codify practices of the CRA with respect to meetings, CRA operation, procurement of goods and services, procurement of construction related services, and contracting. This policy amendment brings the CRA policies up to date with current programs and practices.

Staff requested that the CRA Advisory Board recommend to the CRA that it approve the attached revised policy and procedures for the CRA. Additionally, staff requested that the CRA Advisory Board recommend to the CRA that it submit such policy to the City Clerk for codification in the City's Policies and Procedures.

A motion was made by Kimberly Stewart and seconded by Steve Garrity to recommend to the CRA that it approve the attached revised policy and procedures for the CRA, as well as recommend to the CRA that it submit such policy to the City Clerk for codification in the City's Policies and Procedures. The motion carried unanimously.

d. DTO Restaurant Program Funding Agreement with HeatWave Orl, LLC - Michael Whiteman, Economic Development Coordinator

In 2010, the Community Redevelopment Agency (CRA) created the CRA Retail Stimulus Program to attract strong retail operators and to achieve high-quality interior buildouts of new retail establishments within the CRA. In 2023, the program was divided into two programs, the DTO Retail Program and the DTO Restaurant Program. The DTO Restaurant Program allows qualifying businesses to be eligible for up to \$400,000 for tenant improvements, \$50,000 for rent expenses, and \$25,000 for the addition of or improvements to outside seating areas for a potential maximum funding amount of \$475,000. Exact funding levels are dependent on program criteria such as location, square footage, and restaurant classification.

HeatWave Orl LLC, doing business as Heatwave, a full-service restaurant, has signed a five (5) year lease for the space located at 741 W Church Street, Orlando, Florida 32805. This 3,920 sq. ft. restaurant space will have table and bar service with approximately eighty (87) overall seats. This restaurant brings five (5) years of restaurant ownership and operations experience to this new venture, including Main House Market, Market on South and The Wood House.

HeatWave Orl LLC qualifies for funding in the amount of \$125,000 which includes \$75,000 for tenant improvements, along with \$50,000 in rent assistance. Funding received would be used for build-out expenses including plumbing, flooring, mechanical, electrical, painting and interior finishings. The overall build-out of the retail space is anticipated to cost approximately \$139,000 with \$75,000 from the CRA under this Funding Agreement.

Staff requested that the CRA Advisory Board recommend to the CRA approval of the DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency and HeatWave Orl LLC, subject to review and approval of the City Attorney's Office and authorization for the Chair of the CRA and Executive Director to execute such DTO Restaurant Program Funding Agreement.

A motion was made by Kimberly Stewart and seconded by Steve Garrity to recommend to the CRA that it approve the DTO Restaurant Program Funding Agreement between the Community Redevelopment Agency and HeatWave Orl LLC, subject to review and approval of the City Attorney's Office and authorization for the Chair of the CRA and Executive Director to execute such DTO Restaurant Program Funding Agreement. The motion carried unanimously.

Next Meeting

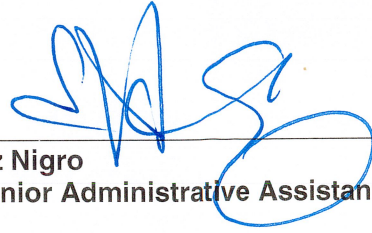
The next regularly scheduled Community Redevelopment Agency Advisory Board will be held on Wednesday, February 26, 2025, at 3:00 p.m. in the Veterans Conference Room.

Adjournment

There being no further business to come before the Community Redevelopment Agency Advisory Board, Chairman Eugene Jones adjourned the meeting at 4:03 p.m.



Justin Eason
Assistant Director



Liz Nigro
Senior Administrative Assistant